



**MINUTES FOR THE  
SPECIAL BOARD OF REGENTS  
NORTHERN MARIANAS COLLEGE**

Thursday, February 25, 2016  
1:15p.m.

**CALL MEETING TO ORDER**

The special scheduled meeting of the Board of Regents of the Northern Marianas College was held on Thursday, February 25, 2016, in the BOR Conference Room, Saipan Campus. Chairperson Frank M. Rabauliman called the meeting to order at 1:15p.m. A roll call was called and five (5) members were present. A quorum is established.

**ROLL CALL**

**Board Members:**

Present: Frank M. Rabauliman, BOR Chairperson  
Elaine Hocog Orilla, Vice-Chairperson  
Maria (Malua) T. Peter, Regent  
Cynthia I. Deleon Guerrero, Regent  
Elizabeth D. Rechebei, Ed.D., Regent

Excused Absent: Regent Juan T. Lizama  
Regent Michaela U. Sanchez

**Board Legal Counsel:**

Jesus C. Borja

**NMC Staff/Faculty:**

David J. Attao, Acting President  
Bobbie Merfalen, Dean of Academic Programs & Services  
Lorraine Cabrera Maui, Director of Adult Basic Education  
Lisa Hacksyalo, OIE Staff  
Raynard Travilla, Acting External Relations Director  
Kathy Palacios, Staff Senate President  
Christina Cruz, Finance Office  
Timberly Ngewakl, Finance Office  
Amanda Diaz, Faculty Senate President

Kimberly Bunts-Anderson, Faculty Senate Secretary  
Leo Pangelinan, Dean of Student Services  
Daisie Camacho, Information & Technology  
Shirley Blas, Academic Programs & Services  
Amanda Allen Dunn, Accreditation Liaison Officer  
Jackie Che, OIE Director  
Helen B. Camacho, Board Secretary (Recorder)

#### REVIEW AND ADOPTION OF AGENDA

- **February 25, 2016 Special Meeting Agenda**

**BOARD ACTION:** Regent Orilla moved to adopt the February 25, 2016 Special meeting agenda and seconded by Regent Peter. All members voted yes, the motion passed. The meeting agenda is adopted without changes.

#### PUBLIC COMMENTS

- **No public participation.**

#### EXECUTIVE SESSION

**BOARD ACTION:** Regent Peter moved to go into executive session and seconded by Regent Orilla. All members voted yes, the motion passed. The board is in executive session. Executive session ended at 2:00p.m. Upon convening the meeting, there were no actions were taken.

*The chair called the meeting back to order and recognized Regent Rechebei, Fiscal Committee chair.*

#### NEW BUSINESS

- **Presidential Search Committee Budget Request**

**BOARD ACTION:** Regent Orilla moved to approve the PSC committee budget as presented and seconded by Regent Rechebei. All members voted yes, the motion passed.

- **Board of Regents FY2016 Budget**

**BOARD ACTION:** Regent Orilla moved to approve the amendment to the Board of Regents FY2016 Budget to add the \$12,000 to the BOR's budget and seconded by Regent Rechebei. All members voted yes, the motion passed.

- **NMC 2017 Appropriations Budget Request**

There was a recommendation from Regent Rechebei, Fiscal Committee Chair to separate the CW Funds from the overall FY2017 Budget Submission. Furthermore, the committee recommends that the monies be set aside to support tools and other resources such as faculty and students.

The following are the propose changes to the Organizational Chart.

- Organizational Chart – Board Executive Secretary (dotted line to the President/bold line to the Board of Regents).
- Chief Financial Officer (dotted line to the President/Bold Line to the Board of Regents)

The following are requests for new positions and restructuring:

- Finance Officer - Budget Officer Position
- CREES – Reinstated the Associate of Dean and Director for Research and Dean & Director for Extension.
- Community Development Institute - Prior learning Assessment Competency Base Evaluator/Coordinator; Move the Information & Technology Department under the Dean of Administration)
- Dean of Student Services – Requesting for restructuring of current positions and to create 2 Assistant Deans (1 –Learning Support Service; 1 –Enrollment Services)
- Program Coordinator for College Readiness
- Academic Programs and Services – Requesting for an Assistant Dean; Instructor in Social Sciences and Fine Arts; 2 Instructors in Science/Math/Health & Athletics Department.
- Office of Institutional Effectives – Requesting for a Research and Assessment Specialist.
- Office of External Relations – Requesting for a Marketing Program Coordinator.

Regent Rechebei added that to the list of recommendations, the committee would like to indicate that the Board of Regents Budget should be under the regular appropriations and not Tuition and Fees. The following is a snapshot of the end result of the 2017 NMC Appropriations Budget Request:

1. Draft Organizational Chart
2. Remove the CW from the proposed; it will be a separate submission.
3. BOR's Budget under the local appropriation.
4. Salary Adjustments (Faculty Ranking)
5. Bottom line is \$8.636935 Million dollars.

*The chair called for a short recess at 2:25p.m. The chair called the meeting back to order at 2:35p.m.*

- **2017 NMC Appropriations Budget & Organizational Chart** – Adopted.

**BOARD ACTION:** Regent Rechebei moved to adopt the 2017 NMC Appropriations Budget subject to amendments if there are any minor corrections between now and Feb 29 along with the Organizational Chart and seconded by Regent Orilla. All members voted yes, the motion passed.

Acting President David J. Attao thanked the board for their approval of \$8.636 Million budget inclusive of a request to allow for the following:

\$400,000 - Salary adjustments  
\$100,000 –Faculty Ranking  
\$800,000 – Adjunct and overloads

*The Annual Accomplishments Report was shared with the Board. The report will be included in the Budget packet. Thanks and praise given to the External Relations Office (Frankie E. and Raynard T.) for the final product.*

*The chair echoed the same sentiments and thanked everyone for their time and effort. Regent Rechebei also expressed the Board's appreciation to the staff and faculty for their hardship and loyalty to the college.*

#### ADJOURNMENT

**BOARD ACTION:** There being no further discussions before the Board of Regents, Regent Peter moved to adjourn the meeting and seconded by Regent Orilla. All members voted yes, the motion passed. The meeting ended at 2:40p.m